



# Town of Hopkinton

Planning Department

330 Main Street, Hopkinton NH 03229-2627 - (603) 746-8243 – [planzone@hopkinton-nh.gov](mailto:planzone@hopkinton-nh.gov)

## HOPKINTON COMPLETE STREETS COMMITTEE MINUTES NOVEMBER 20, 2019

Members Present: Chairperson Anna Wells, Cleve Kapala, Stephen Pecora, William Carozza, Andrea Folsom, Celeste Hemingson, David White, Michael Wilkey, Trish Roberts, Chuck Gregory, and Karen Robertson. Others Present: Craig Tufts, Principal Planner/GIS Planner – Central NH Regional Planning Commission. Members Absent: Amy Davidson.

- I. **Call to Order.** Mrs. Wells called the meeting of the Hopkinton Complete Streets Committee to order on Wednesday, November 20, 2019, at 5:00 PM in the Hopkinton Town Hall. Mrs. Wells introduced Chuck Gregory as a new Committee member.
- II. **Review of the Meeting Minutes of November 20, 2019.** The Committee unanimously approved the meeting minutes of Wednesday, November 20, 2019 as presented.
- III. **Applications.** The Committee reviewed and unanimously approved the Committee's Charge as written. Mrs. Well's will present the Charge to the Select Board for review and approval.
- IV. **Other Business.** There was a brief discussion concerning the need to create a typology that classifies streets by design and neighborhood, which would include the connectivity of streets, in general, with sidewalks.

Mr. Tufts reviewed the importance of including the NH Department of Transportation in the process, so that they are aware of the Town's interest in having streets designed using Complete Streets planning and design guidelines. This includes the construction and rehabilitation of streets in a manner that supports the surrounding land use and transportation needs.

As part of the Complete Streets design, whether for local or State roads, sidewalks and crosswalks for pedestrian safety and accessibility should be considered. It was noted that while the State will allow the construction of a sidewalk along a State road, they will not be responsible for maintenance.

During this time, a resident of Sugar Hill Road addressed the Committee with concerns for pedestrian safety when walking Sugar Hill Road. He recommended that the Committee consider the speed of traffic and the need for certain roads to be designated, so as to prohibit through trucking. Mrs. Wells thanked the resident, indicating that the Committee will consider his concerns when preparing the typology of the classification of streets.

---

Subject to review and approval.

Lastly, the Committee established a meeting schedule in which they will meet at 5:00 PM on the third Wednesday of each month.

- V. Adjournment.** The meeting adjourned at 6:05 PM. The next scheduled meeting of the Complete Streets Committee will be at 5:00 PM on Wednesday, December 18, 2019. Location to be determined.

Karen Robertson  
Planning Director